

May 20, 2016

REGULAR MEETING MINUTES
ILLINOIS CIVIL SERVICE COMMISSION
May 20, 2016

I. CALL TO ORDER THE REGULAR OPEN MEETING AT 11:01 AM AT 160 NORTH LASALLE STREET, SUITE S-901, CHICAGO, ILLINOIS

II. PRESENT

Chairman William A. Schroeder; Anita M. Cummings, Susan Moylan Krey, and Casey Urlacher, Commissioners; Daniel Stralka, Executive Director; Andrew Barris (by telephone), Assistant Executive Director; Chris Griffin, Roneta Taylor (by telephone), Teresa Flesch (by telephone) Michael Quinlan (by telephone), and Michael Mannion (by telephone), Illinois Department of Central Management Services; Emily Monk, Teresa Smith (by telephone), and Brittany Ladd (by telephone), Illinois Department of Commerce and Economic Opportunity; Pam Smith (by telephone), Illinois Environmental Protection Agency; Gregory M. Bassi (by telephone) and Scott Viniard (by telephone), Illinois Department of Human Services; Lori Tinsley (by telephone) and Nadine O’Leary (by telephone), Illinois Historic Preservation Agency; Hardik Bhatt and Jonelle Brent, Illinois Department of Innovation and Technology; U-Jung Choe, Dusanka Marijan, and Ivan Fernandez, Illinois Liquor Control Commission; Kevin Conner (by telephone), Illinois Department of Revenue; Beth Duesterhaus (by telephone) and Julie Moscardelli (by telephone), Shared Services Center; and John Lagattuta, Joanne Fratianni, and Ron Rascia, Illinois Workers’ Compensation Commission.

III. APPROVAL OF MINUTES OF REGULAR OPEN MEETING HELD APRIL 15, 2016

IT WAS MOVED BY COMMISSIONER KREY, SECONDED BY COMMISSIONER URLACHER, AND THE MOTION ADOPTED 4-0, TO APPROVE THE MINUTES OF THE REGULAR OPEN MEETING HELD APRIL 15, 2016.

IV. PUBLIC COMMENT IN ACCORDANCE WITH THE OPEN MEETINGS ACT

At this time, in accordance with the Open Meetings Act and the Rules of the Civil Service Commission, Executive Director Daniel Stralka offered an opportunity for any person to address members of the Commission. Hearing no response, the meeting proceeded to the next agenda item.

V. EXEMPTIONS UNDER SECTION 4d(3) OF THE PERSONNEL CODE

A. Report on Exempt Positions from Department of Central Management Services

<u>Agency</u>	<u>Total Employees</u>	<u>Number of Exempt Positions</u>
Aging.....	146	18
Agriculture.....	335	20
Arts Council.....	11	2
Capitol Development Board.....	45	0
Central Management Services.....	1,419	115
Children and Family Services.....	2,546	50
Civil Service Commission.....	4	0
Commerce & Economic Opportunity.....	307	70
Commerce Commission.....	62	0
Corrections.....	11,831	98
Criminal Justice Authority.....	54	7
Deaf and Hard of Hearing Comm.....	5	1
Developmental Disabilities Council.....	9	1
Emergency Management Agency.....	73	6
Employment Security.....	1,173	32
Environmental Protection Agency.....	705	18
Financial & Professional Regulation.....	431	49
Gaming Board.....	173	6
Guardianship and Advocacy.....	99	8
Healthcare and Family Services.....	1,959	26
Historic Preservation Agency.....	135	17
Human Rights Commission.....	14	2
Human Rights Department.....	127	9
Human Services.....	13,372	77
Illinois Torture Inquiry Relief Commission.....	2	1
Independent Tax Tribunal.....	1	0
Insurance.....	241	16
Investment Board.....	3	2
Juvenile Justice.....	1,066	27
Labor.....	82	11
Labor Relations Board Educational.....	8	2
Labor Relations Board State.....	14	2
Law Enforcement Training & Standards Bd.....	20	2
Lottery.....	140	8
Military Affairs.....	128	3
Natural Resources.....	1,213	31
Pollution Control Board.....	20	2
Prisoner Review Board.....	21	0
Property Tax Appeal Board.....	32	1
Public Health.....	1,124	40
Racing Board.....	2	1
Revenue.....	1,590	52
State Fire Marshal.....	121	12
State Police.....	1,043	10
State Police Merit Board.....	6	2
State Retirement Systems.....	111	3
Transportation.....	2,496	0
Veterans' Affairs.....	1,369	10
Workers' Compensation Commission.....	125	11
TOTALS.....	46,013	881

B. Governing Rule – Section 1.142 Jurisdiction B Exemptions

- a) The Civil Service Commission shall exercise its judgment when determining whether a position qualifies for exemption from Jurisdiction B under Section 4d(3) of the Personnel Code. The Commission will consider any or all of the following factors inherent in the position and any other factors deemed relevant to the request for exemption:
 - 1) The amount and scope of principal policy making authority;
 - 2) The amount and scope of principal policy administering authority;
 - 3) The amount of independent authority to represent the agency, board or commission to individuals, legislators, organizations or other agencies relative to programmatic responsibilities;
 - 4) The capability to bind the agency, board or commission to a course of action;
 - 5) The nature of the program for which the position has principal policy responsibility;
 - 6) The placement of the position on the organizational chart of the agency, board or commission;
 - 7) The mission, size and geographical scope of the organizational entity or program within the agency, board or commission to which the position is allocated or detailed.
- b) The Commission may, upon its own action after 30 days notice to the Director of Central Management Services or upon the recommendation of the Director of the Department of Central Management Services, rescind the exemption of any position that no longer meets the requirements for exemption set forth in subsection (a). However, rescission of an exemption shall be approved after the Commission has determined that an adequate level of managerial control exists in exempt status that will insure responsive and accountable administrative control of the programs of the agency, board or commission.
- c) For all positions currently exempt by action of the Commission, the Director of Central Management Services shall inform the Commission promptly in writing of all changes in essential functions, reporting structure, working title, work location, position title, position number or specialized knowledge, skills, abilities, licensure or certification.
- d) Prior to granting an exemption from Jurisdiction B under Section 4d(3) of the Personnel Code, the Commission will notify the incumbent of the position, if any, of its proposed action. The incumbent may appear at the Commission meeting at which action is to be taken and present objections to the exemption request.

(Source: Amended at 34 Ill. Reg. 3485, effective March 3, 2010)

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C. Requests for 4d(3) Exemption

Executive Director Daniel Stralka reported the following:

- As to Items C and D, by agreement between Commission Staff and Central Management Services, it was requested that these be continued to the Commission's June 17, 2016 meeting.
- As to Item E, the agency asked that this request be continued to the Commission's June 17, 2016 meeting. Staff had no objection to this request.

With regard to continued requests, the Commission typically does not grant continuances at the June meeting since it is the last meeting of the fiscal year so it is anticipated there will be some substantive action taken at that time on any continued request.

- As to Item F, the agency asked to withdraw this request.
- As to Item G, this request was for a Group Health Plan Finance Manager and Chief Financial Officer in the Bureau of Benefits in Central Management Services, a position that reports to the Assistant Deputy Director of Benefits who reports to the Director of Benefits who reports to the Director. The Group Health Plan consists of four separate health insurance programs for State employees, retired teachers, a college program and a local government program. These programs represent a total expenditure of \$3.5B. The Group Health Plan's role is to determine rates and premiums, enrollment policies and available benefits. This position's responsibilities include developing and analyzing complex cost and liability projections as well as presenting the Group Health Plan budget and programs to a variety of governmental units. Given the size and scope of this program and the agency's assurance that it has no intention to seek any additional exempt positions in this program area, Staff recommended approval of this request. Michael Mannion, Central Management Services, concurred with these representations.
- As to Item H, this request was for the existing Executive Director of the Illinois Torture Inquiry and Relief Commission, a position that reports to the Chairman. This position was first granted exempt status in 2010. It was last before the Civil Service Commission in November 2013 when its exemption was granted to August 19, 2016 because it was anticipated that is when the Illinois Torture Inquiry and Relief Commission would have completed investigation of the claims before it. Now it appears that the Illinois Torture Inquiry and Relief Commission will need an additional two to four years to complete its work so Staff recommended approval of this request through August 17, 2018.
- As to Items I1 through I10, these requests are all related to the Executive Order 2016-01 which created the Department of Innovation and Technology (DoIT). Staff is prepared to recommend approval of these requests and wrote a separate memorandum to the Commissioners in this regard. Rather than make a lengthy oral Staff presentation at today's meeting, it was suggested instead that this memorandum

be attached to the Minutes of this meeting and the Commissioners agreed. Representatives from DoIT were present to make some brief remarks and/or answer any questions the Commissioners may have regarding this initiative or the overall duties or responsibilities of individual requested positions. Hardik Bhatt, Secretary-Designate of DoIT, provided a brief overview of DoIT and also thanked the Commissioners for their approval of prior requests related to the Enterprise Resource Planning program which is on its way to becoming the first unified data management system in the State. Hardik Bhatt noted how the Executive Order unified 33 different entities in to DoIT with a total spend of \$900M on information technology. He pointed out that the State of Illinois was third in the country in information technology spending, but in the bottom four in results.

DoIT will consist of seven clusters of related agencies, but the majority of information technology employees will remain working in their assigned agencies. The Cluster Chief Information Officer positions will coordinate all the work in their respective agencies. The agency Chief Information Officers will be working with not only their agency directors but with the Cluster Chief Information Officers as well. This structure will help in breaking down the silos that presently exist in the State. Commissioner Cummings inquired if it is accurate that no employees are being moved. Hardik Bhatt responded affirmatively, noting that for the first year and for planning purposes, it is important for the employees to be close to the business they are supporting. Commissioner Cummings then inquired how the legacy information technology systems are being pulled in to the new agency. Hardik Bhatt responded using the licensing example for a State resident who is a nurse that enjoys hunting. Presently, the respective agencies that license those activities each built their own licensing system. Under the integration envisioned by DoIT, that resident would only have to go to one website to obtain both these licenses. It will be up to the Cluster Chief Information Officers to coordinate the functionality of that licensing website across agencies. Commissioner Cummings's final inquiry was whether any employees would be eliminated as a result of the creation of DoIT. Hardik Bhatt indicated there were no positions being eliminated. Executive Director Stralka asked about the legislation which representatives had previously indicated would place DoIT under the Civil Administrative Code, and Commissioner Urlacher also inquired if there was bipartisan support for this effort. Hardik Bhatt responded that there was bipartisan support for the creation of DoIT and that the legislation had yet to be introduced. The Commissioners thanked Hardik Bhatt for his presentation.

- As to Item J, the agency requested that this request be continued to the Commission's June 17, 2016 meeting. Staff had no objection to this request.
- As to Item K, this request was for a Legislative Liaison at the Department of Revenue, a position that reports to the Manager of the Legislative Office who reports to the Director. This position's job duties require the person to regularly communicate in the course of his or her employment with officials or staff of the General Assembly for the purpose of influencing any legislative action. Revenue also has two legislative positions on the Commission's agenda today for consideration of proposed rescission, and has already abolished another. The structure of the exempt positions in the Legislative Office was first brought up last

November. Commission and agency Staff have had several discussions since and came to an agreement that will result in the agency having a total of five exempt Legislative Liaison positions in that office. That appears to be a justifiable number considering the size and scope of the agency. This request was made as part of that agreement and Staff recommended approval. Julie Moscardelli concurred with these representations.

- As to Item L, this is also a request from the Department of Revenue and is for the Liquor Control Compliance Manager for the Illinois Liquor Control Commission, a position that reports to the Associate Director of the Illinois Liquor Control Commission who reports to the Director. This position is not a new request but a clarification of an existing exempt position whose duties changed to such an extent that it necessitated reconsideration by the Commission. The new duties include principal administrative responsibility for Liquor Control Agents who enforce the Liquor Control Act which is tantamount to the way in which Illinois Liquor Control Commission policies are carried out. For these reasons, Staff recommended approval of this request. Julie Moscardelli concurred with these representations.

IT WAS MOVED BY CHAIRMAN SCHROEDER, SECONDED BY COMMISSIONER KREY, THE MOTION ADOPTED 4-0 TO CONTINUE TO JUNE 17, 2016 THE EXEMPTION REQUESTS FOR THE FOLLOWING POSITIONS:

- C: Chief Labor Counsel (Corrections)**
- D: Chief Labor Counsel (Human Services)**
- E: Deputy Director of Operations (Corrections)**
- J: Deputy General Counsel (Lottery)**

IT WAS MOVED BY COMMISSIONER CUMMINGS, SECONDED BY CHAIRMAN SCHROEDER, THE MOTION ADOPTED 4-0 TO ACCEPT THE WITHDRAWAL OF THE EXEMPTION REQUEST FOR THE FOLLOWING POSITION:

- F: Health Information Technology Exchange Program Director (Insurance)**

IT WAS MOVED BY CHAIRMAN SCHROEDER, SECONDED BY COMMISSIONER URLACHER, THE MOTION ADOPTED 4-0 TO GRANT THE REQUEST FOR 4D(3) EXEMPTION THROUGH AUGUST 17, 2018 FOR THE FOLLOWING POSITION:

- H: Director (Torture Inquiry and Relief Commission)**

IT WAS MOVED BY COMMISSIONER CUMMINGS, SECONDED BY COMMISSIONER URLACHER, THE MOTION ADOPTED 4-0 TO GRANT THE EXEMPTION REQUEST FOR THE FOLLOWING POSITIONS:

- G: Benefits Group Health Plan CFO (Central Management Services)**
- I1: General Counsel (DoIT)**
- I2: Human Resource Manager (DoIT)**
- I3: Legislative Liaison (DoIT)**
- I4: Chief Information Officer-Families, Children and Elderly (DoIT)**
- I5: Chief Information Officer-Government and Public Employees (DoIT)**
- I6: Chief Information Officer-Business and Workforce (DoIT)**
- I7: Chief Information Officer-Natural and Cultural Resources (DoIT)**
- I8: Chief Information Officer-Public Safety (DoIT)**
- I9: Chief Information Officer-Students (DoIT)**
- I10: Chief Information Officer-Transportation Cluster (DoIT)**
- K: Legislative Liaison (Revenue)**
- L: Liquor Compliance Manager (Revenue)**

The following 4d(3) exemption requests were continued to June 17, 2016:

C. Illinois Department of Corrections

Position Number	40070-29-08-000-01-01
Functional Title	Chief Labor Counsel
Incumbent	Vacant
Supervisor	Governor's Office Chief Labor Counsel
Location	Sangamon County

D. Illinois Department of Human Services

Position Number	40070-10-00-000-00-01
Functional Title	Chief Labor Counsel
Incumbent	Vacant
Supervisor	Governor's Office Chief Labor Counsel
Location	Sangamon County

E. Illinois Department of Corrections

Position Number	40070-29-04-010-00-01
Functional Title	Deputy Director of Operations
Incumbent	Michael P. Atchison
Supervisor	Chief of Operations who reports to the Public Safety Officer who reports to the Director
Location	Randolph County

J. Illinois Department of Lottery

Position Number	40070-45-02-100-00-01
Functional Title	Deputy General Counsel
Incumbent	Vacant
Supervisor	General Counsel who reports to the Director
Location	Cook County

The following 4d(3) exemption was withdrawn on May 20, 2016:

F. Illinois Department of Insurance

Position Number	40070-14-40-000-00-01
Functional Title	Health Information Technology Exchange Program Director ¹
Incumbent	Brian P. Gorman
Supervisor	Director
Location	Cook County

The following 4d(3) exemption was granted through August 17, 2018 on May 20, 2016:

H. Illinois Torture Inquiry and Relief Commission

Position Number	40070-50-02-000-00-01 ²
Functional Title	Director
Incumbent	Robert Olmstead
Supervisor	Chairman
Location	Sangamon County

The following 4d(3) exemption requests were granted on May 20, 2016:

G. Illinois Department of Central Management Services

Position Number	40070-37-30-000-20-01
Functional Title	Group Health Plan Finance Manager/CFO
Incumbent	Vacant
Supervisor	Assistant Deputy Director of Benefits who reports to the Deputy Director of Benefits who reports to the Director
Location	Sangamon County

¹ This position was granted exemption on March 16, 2012 for two years which was extended on February 21, 2014 for an additional two years. On January 15, 2016 the position was granted exemption through March 18, 2016. On March 18, 2016 the exemption was granted through May 20, 2016.

² This position was granted exemption on November 15, 2013 through August 19, 2016.

11. Illinois Department of Innovation and Technology (DoIT)

Position Number	40070-28-11-070-00-01
Functional Title	General Counsel
Incumbent	Vacant
Supervisor	Chief of Staff who reports to the Secretary
Location	Cook County

12. Illinois Department of Innovation and Technology (DoIT)

Position Number	40070-28-11-020-00-01
Functional Title	Human Resources Manager
Incumbent	Vacant
Supervisor	Chief of Staff who reports to the Secretary
Location	Sangamon County

13. Illinois Department of Innovation and Technology (DoIT)

Position Number	37015-28-11-000-20-01
Functional Title	Legislative Liaison
Incumbent	Vacant
Supervisor	Chief of Staff who reports to the Secretary
Location	Sangamon County

14. Illinois Department of Innovation and Technology (DoIT)

Position Number	40070-28-15-000-00-01
Functional Title	Chief Information Officer-Families, Children and Elderly Cluster
Incumbent	Vacant
Supervisor	Secretary
Location	Sangamon County

15. Illinois Department of Innovation and Technology (DoIT)

Position Number	40070-28-16-000-00-01
Functional Title	Chief Information Officer-Government and Public Employees Cluster
Incumbent	Vacant
Supervisor	Secretary
Location	Cook County

16. Illinois Department of Innovation and Technology (DoIT)

Position Number	40070-28-17-000-00-01
Functional Title	Chief Information Officer-Business and Workforce Cluster
Incumbent	Vacant
Supervisor	Secretary
Location	Cook County

17. Illinois Department of Innovation and Technology (DoIT)

Position Number	40070-28-18-000-00-01
Functional Title	Chief Information Officer-Natural and Cultural Resources Cluster
Incumbent	Vacant
Supervisor	Secretary
Location	Sangamon County

18. Illinois Department of Innovation and Technology (DoIT)

Position Number	40070-28-19-000-00-01
Functional Title	Chief Information Officer-Public Safety Cluster
Incumbent	Vacant
Supervisor	Secretary
Location	Sangamon County

19. Illinois Department of Innovation and Technology (DoIT)

Position Number	40070-28-20-000-00-01
Functional Title	Chief Information Officer-Students Cluster
Incumbent	Vacant
Supervisor	Secretary
Location	Cook County

110. Illinois Department of Innovation and Technology (DoIT)

Position Number	40070-28-21-000-00-01
Functional Title	Chief Information Officer-Transportation Cluster
Incumbent	Vacant
Supervisor	Secretary
Location	Sangamon County

K. Illinois Department of Revenue

Position Number	00502-25-04-000-02-01
Functional Title	Legislative Liaison
Incumbent	Vacant
Supervisor	Manager of Legislative Office who reports to the Director
Location	Sangamon County

L. Illinois Department of Revenue

Position Number	40070-25-71-140-00-01 ³
Functional Title	Liquor Compliance Manager
Incumbent	Barbara Bruno
Supervisor	Liquor Control Associate Director who reports to the Executive Director of the Liquor Control Commission, who reports to the Director of Revenue
Location	Cook County

M. Proposed Rescissions in accordance with Section 1.142(b) of the Rules of the Civil Service Commission

Executive Director Stralka noted that the details regarding these proposed rescissions were included in the agenda. It was Commission staff’s position that an adequate level of managerial control would exist in exempt status for all these proposed rescissions.

- Staff concerns surrounding Items M4, M36, M37 and M42 were resolved or otherwise disposed of prior to the meeting. Therefore Staff recommended denial of these proposed rescissions.

IT WAS MOVED BY CHAIRMAN SCHROEDER, SECONDED BY COMMISSIONER CUMMINGS, AND THE MOTION ADOPTED 4-0 TO DENY THE RESCISSION OF 4D(3) EXEMPTION FOR THE FOLLOWING POSITIONS:

- M4. Legislative Liaison (DOR)**
- M36. Chief Accountability Officer (DCEO)**
- M37. Director, Mental Health (DHS)**
- M42. Chief of Staff (WCC)**

- The respective agencies indicated that they have no objection to the rescissions of Items M14, M15, M17, M19, M21, M25, M26, M27, M28, M33, M34, and M41. The majority of these are vacant Media Administrator positions in the Illinois Office of Communication and Information.

³ This position number is already 4d(3) exempt but the position description was clarified with a substantial change in duties and resubmitted for consideration.

The Administration is in the process of returning this function back to the agencies. Therefore, Staff recommended approval of these proposed rescissions.

IT WAS MOVED BY COMMISSIONER KREY, SECONDED BY COMMISSIONER URLACHER, AND THE MOTION ADOPTED 4-0 TO RESCIND THE 4D(3) EXEMPTION FOR THE FOLLOWING POSITIONS:

- M14. Media Administrator-CMS and Juvenile Justice (CMS)**
- M15. Media Administrator-Environmental Protection (CMS)**
- M17. Media Administrator-Human Services (CMS)**
- M19. Media Administrator-Natural Resources (CMS)**
- M21. Media Administrator-Corrections (CMS)**
- M25. Media Administrator-Revenue (CMS)**
- M26. Media Administrator-State Fire Marshal (CMS)**
- M27. Media Administrator-Healthcare (CMS)**
- M28. Media Administrator-Historic Preservation and Capital Dev. (CMS)**
- M33. Media Administrator-Publications (CMS)**
- M34. Media Administrator-Visual Media (CMS)**
- M41. Legislative Liaison (DOR)**

- Item M5 is the Deputy Director of Programs for the Illinois Arts Council. It has been vacant just over two years. The agency indicated it has just received approval to fill the position so Staff recommended continuing this item to the Commission's meeting on August 19, 2016.

IT WAS MOVED BY COMMISSIONER CUMMINGS, SECONDED BY CHAIRMAN SCHROEDER, AND THE MOTION ADOPTED 4-0 TO CONTINUE TO AUGUST 19, 2016 THE PROPOSED 4D(3) EXEMPTION RESCISSION FOR THE FOLLOWING POSITION:

M5. Deputy Director of Programs (Arts Council)

- Items M7, M8, M9 and M10 are vacant positions in the Bureau of Property Management in Central Management Services. They are all related to property management transactions in the Bureau. Staff had concerns over the continued eligibility of these positions but was unable to complete its analysis of these positions compared to the other 16 exempt positions in the Bureau. For that reason, Staff recommended continuing these items to the Commission's August 19, 2016 meeting. Commissioner Krey inquired if Central Management Services requested a continuance. Executive Director Stralka replied it did not, adding that he understood Central Management Services' preference was to deny these proposed rescissions.

IT WAS MOVED BY CHAIRMAN SCHROEDER, SECONDED BY COMMISSIONER URLACHER, AND THE MOTION ADOPTED 4-0 TO CONTINUE TO AUGUST 19, 2016 THE PROPOSED 4D(3) EXEMPTION RESCISSION FOR THE FOLLOWING POSITIONS:

M7. Property Manager-Transactions-Central and South Regions (CMS)

M8. Property Management, Transactions & Property Administration (CMS)

M9. Property Management, Transactions-Chicago and North Regions (CMS)

M10. Property Management, Transactions & Property Administration-Real Property (CMS)

- Items M11, M12, M13, M16, M18, M20, M22, M23, M24, M29, M30, M31, and M32 are all filled Media Administrator and other positions in the Illinois Office of Communication and Information. As indicated above, the State is in the process of returning this function back to the agencies. Progress is being made but additional time is needed for the establishment of destination positions for these employees and their transfer. For that reason, Staff recommended continuing these items to the Commission's August 19, 2016 meeting.

IT WAS MOVED BY COMMISSIONER CUMMINGS, SECONDED BY CHAIRMAN SCHROEDER, AND THE MOTION ADOPTED 4-0 TO CONTINUE TO AUGUST 19, 2016 THE PROPOSED 4D(3) EXEMPTION RESCISSION FOR THE FOLLOWING POSITIONS:

M11. Deputy Director-Office of Communication and Information (CMS)

M12. Media Administrator-Aging and Insurance (CMS)

M13. Media Administrator-Commerce and Economic Opportunity (CMS)

M16. Media Administrator-Financial & Professional Reg. and Revenue (CMS)

M18. Media Administrator-Human Rights (CMS)

M20. Media Administrator-Corrections (CMS)

M22. Media Administrator-Labor and Workers' Compensation (CMS)

M23. Media Administrator-Public Health (CMS)

M24. Media Administrator-Public Health (CMS)

M29. Media Administrator-Healthcare (CMS)

M30. Media Administrator-Transportation (CMS)

M31. Media Administrator-Emergency Management (CMS)

M32. Media Administrator-Veterans' Affairs (CMS)

- Items M38 and M39 are two vacant exempt positions in the Department of Human Services that the agency indicated in November 2015 would likely be abolished as part of a reorganization affecting the Division of Mental Health. However, the reorganization was put on hold earlier this year, ostensibly for reasons tied to the budget standoff and the failure of the State to pay social service providers. While Commission was not totally convinced this is a valid reason to defer these proposed rescissions, Staff recommended continuing these items to the Commission's August

2016 meeting. Staff indicated to the agency that it would need to provide a more thorough connection between the hold status of the reorganization and the need to retain these exemptions if not resolved by then. Scott Viniard acknowledged that this representation had been made.

IT WAS MOVED BY CHAIRMAN SCHROEDER, SECONDED BY COMMISSIONER CUMMINGS, AND THE MOTION ADOPTED 4-0 TO CONTINUE TO AUGUST 19, 2016 THE PROPOSED 4D(3) EXEMPTION RESCISSION FOR THE FOLLOWING POSITIONS:

M38. Manager, Alcoholism and Substance Abuse Division (DHS)

M39. Associate Director-Hospital Operations (DHS)

The following are what Executive Director Stralka referred to as the contested matters before the Commission today.

- Item M1 was continued from the Commission's November 2015 meeting and is a Citizen Response position at the Environmental Protection Agency and has been vacant for three and a half years. The employee who retired from the position came back on a contract to perform these duties for the first two years, and since then the agency just assigns other employees as needed. The agency also indicated that the current budget impasse has prevented them from filling the position. It is Staff's position that these are indicators that the position is not of a type to warrant a principal policy exemption since the program responsibilities have not been performed on any sort of regular basis for three and a half years. In addition, there is no indication that the agency has stopped filling positions entirely during this budget impasse. It is more likely that the program and/or position are simply no longer a priority with the agency. For these reasons, Staff recommended approval of the proposed rescission. Commissioner Urlacher was of the opinion that the lack of an agency representative at the meeting to address this was enough to warrant approval of the rescission.

IT WAS MOVED BY COMMISSIONER URLACHER, SECONDED BY COMMISSIONER KREY, AND THE MOTION ADOPTED 4-0 TO RESCIND THE 4D(3) EXEMPTION FOR THE FOLLOWING POSITION:

M1. Citizen Response Manager (EPA)

- Item M2 was continued from the Commission's November 2015 meeting and is the State Historian/Manager at the Illinois Historic Preservation Agency and has been vacant for four and a half years. It has been on five previous agendas for this reason. While the agency has been the subject of some uncertainty over the past year, that appears to have subsided with new appointments to its underlying Board. The agency is contesting the proposed rescission, arguing that there is a unique skill set for this position in terms of educational as well as administrative background. In addition, a new Executive Director for the Abraham Lincoln Presidential Library and Museum is starting on July 11 and the agency would like this person involved in the selection

process. While Staff considers the length of this vacancy to be egregiously long and still recommends approval of the proposed rescission, a continuance to the Commission's August 19, 2016 meeting would be supported. Lori Tinsley indicated that the agency would appreciate another extension. Nadine O'Leary added that the incoming Director is aware of this vacancy and will be making it a priority hire. However, she cautioned that there will be a nationwide search which could take some time. Commissioner Urlacher asked if that meant past the Commission's August meeting, and Nadine O'Leary indicated it would. Commissioner Cummings asked why the agency did not start the search now. Nadine O'Leary responded that the incoming Director was prevented from participating in the candidate search until he was hired because of his status as a federal employee. Chairman Schroeder inquired if there was a consensus to rescind the exemption. Commissioner Krey indicated being in favor since the new Director was not even hired yet. Chairman Schroeder pointed out the extreme duration of the vacancy of this position. Executive Director Stralka noted for the Commissioners the option of continuing this proposed rescission to the August meeting and requested that the agency come back before the Commission to show what progress it made in filling this position. Commissioner Cummings then reiterated that she did not yet understand why agency staff could not at least start a candidate search now. Nadine O'Leary replied that the Governor's Office preferred to wait for the new Director to start. Commissioner Cummings then suggested that agency staff get moving since they already have a position description.

IT WAS MOVED BY COMMISSIONER CUMMINGS, SECONDED BY COMMISSIONER URLACHER, AND THE MOTION ADOPTED 4-0 TO CONTINUE TO AUGUST 19, 2016 THE PROPOSED 4D(3) EXEMPTION RESCISSION FOR THE FOLLOWING POSITION:

M2. State Historian/Manager ALPLM Research and Collections (HPA)

- Item M3 was continued from the Commission's November 2015 meeting and is the Director of the Bureau of Pharmacy and Clinical Support at the Department of Human Services and has been vacant for four years. The agency argued that this position also has a unique skill set requiring four years of experience as a registered pharmacist, and the salary limitations have been an obstacle to filling the position. The agency had indicated it was interviewing a potential candidate though Staff had not received any update. For that reason, a short continuance to the August 19, 2016 meeting may be appropriate. Scott Viniard informed the Commissioners that the agency is presently interviewing two candidates, and that the employee who had retired from the position had come back to perform this function on a personal service contract. Gregory M. Bassi added that this is a unique position and stressed how important it was to have a qualified individual run the entire pharmacy network for the agency.

IT WAS MOVED BY COMMISSIONER KREY, SECONDED BY COMMISSIONER URLACHER, AND THE MOTION ADOPTED 4-0 TO CONTINUE TO AUGUST 19, 2016 THE PROPOSED 4D(3) EXEMPTION RESCISSION FOR THE FOLLOWING POSITION:

M3. Director, Bureau of Pharmacy and Clinical Support (DHS)

- Item M6 is the Region 7 Property Manager for the Bureau of Property Management in Central Management Services. Region 7 encompasses the far southern counties of the State. On March 1 of this year, the position was relocated from Sangamon County to Champaign County. Champaign County is not one of the Counties that this position covers so Staff sent an inquiry to Central Management Services asking for an explanation for the County change. Since no response was forthcoming, the position was noticed up for proposed rescission even though it had an incumbent. It was just yesterday that Staff received a telephone call from the Deputy Director of Property Management with a brief explanation. It was the Staff recommendation that this item be continued to the August 19, 2016 meeting to allow additional inquiry. Roneta Taylor acknowledged that this was accurate. Commissioner Urlacher suggested that Staff review the Bureau's exempt structure prior to the August meeting, and it was the consensus of the Commissioners that a letter to the Director of Central Management Services be prepared and delivered under the Chairman's signature.

IT WAS MOVED BY COMMISSIONER URLACHER, SECONDED BY CHAIRMAN SCHROEDER, AND THE MOTION ADOPTED 4-0 TO CONTINUE TO AUGUST 19, 2016 THE PROPOSED 4D(3) EXEMPTION RESCISSION FOR THE FOLLOWING POSITION:

M6. Region 7 Property Manager (CMS)

- Item M35 is the vacant Grant Manager position at the Department of Commerce and Economic Opportunity. It is tied in with the vacant Chief Accountability Officer at this agency since both are involved with grants. Both these positions were noticed up for proposed rescission due to the potential for overlap, but after consideration it was the Staff recommendation to deny the proposed rescission of the Chief Accountability Officer while recommending approval of the proposed rescission of the Grant Manager exemption. The agency is seeking to retain both exemptions, arguing that the grant administration responsibilities of the Grant Manager are sufficient to warrant a principal policy exemption. Staff disagrees. The recent Grant Accountability and Transparency Act impacted grant making agencies such as the Department of Commerce and Economic Opportunity. This Act made it abundantly clear that when it comes to agency grant administration, the ultimate authority for grant programs is with the Chief Accountability Officer. That is tantamount to the "principal" requirement of Section 4d(3) when it comes to these exemptions. In fact, the Commission just approved a request for a Chief Accountability Officer at another agency last month. Commission Staff conferred with the head of the Grant Accountability and Transparency Unit in the Governor's Office of Management and Budget about this very topic prior to last month's meeting. This unit is charged under the Act with its statewide administration. She was in agreement with this interpretation. For these reasons, Staff recommended approval of this proposed rescission. Emily Monk responded that this position is the Deputy Director of the

Office of Grant Management. The Department of Commerce and Economic Opportunity has several divisions that manage grants. That is one reason why it needs its own Deputy Director who reports to the agency Director. This position manages the grant process at the agency and has daily interactions with various grantees. On the other hand, the Chief Accountability Officer is not involved in the day to day operation of grants at the agency. She did acknowledge that the Chief Accountability Officer does have ultimate authority for grant management. The agency is presently making very good progress in filling both these vacant positions. Chairman Schroeder inquired what “very good progress” meant. Emily Monk replied that two candidates are under consideration. Commissioner Cummings asked if the agency has multiple grant managers. Emily Monk responded that it has dozens. Chairman Schroeder inquired how the responsibilities of the two positions are distinct. Emily Monk stated that this position manages a large set of grants while the Chief Accountability Officer is not involved in day to day activities. Executive Director Stralka added that responsibility for day to day activities is not normally a hallmark for a position to qualify for a principal policy exemption. He pointed out that prior to the Grant Accountability and Transparency Act, this position was qualified for a principal policy exemption. It was the passage of the Act that legislatively placed principal policy responsibility for grant programs with a Chief Accountability Officer.

IT WAS MOVED BY COMMISSIONER KREY, SECONDED BY COMMISSIONER CUMMINGS, AND THE MOTION ADOPTED 4-0 TO RESCIND THE 4D(3) EXEMPTION FOR THE FOLLOWING POSITION:

M35. Manager, Office of Grants Management (DCEO)

- Item M40 is a Regional Health Officer for the Department of Public Health. This vacant position is assigned to Champaign County as one of seven Regional Health Officers throughout the State. This particular position has been vacant for two and a half years. Note that at least one Regional Health Officer has been considered for proposed rescission every year since 2011 excepting 2012. In essence, the agency has been operating with no more than six Regional Health Officers since 2011. The agency contended that the budget impasse was preventing it from filling this position, and that it should not be punished for the failure of past administrations to keep these Regional Health Officers fully staffed. As indicated previously, the absence of a showing that the agency was prevented from filling any positions due to the budget impasse indicates that the failure to fill this position was simply a prioritization issue and this position did not have a high priority. With regard to past administrations, it has been well over a year since the current administration took over. For these reasons, Staff recommended approval of this proposed rescission. Commissioner Urlacher again was of the opinion that the lack of an agency representative at the meeting to address this was enough to warrant approval of the rescission. All of the Commissioners were in agreement with this sentiment.

IT WAS MOVED BY COMMISSIONER URLACHER, SECONDED BY COMMISSIONER CUMMINGS, AND THE MOTION ADOPTED 4-0 TO RESCIND THE 4D(3) EXEMPTION FOR THE FOLLOWING POSITION:

M40. Regional Health Officer, Champaign (DPH)

The following 4d(3) exemption rescissions were denied on May 20, 2016:

Item	Position Number	Agency	Functional Title
4	37015-25-04-000-02-01	Revenue	Legislative Liaison
36	40070-42-00-800-00-01	Commerce and Econ Opp.	Chief Accountability Officer
37	26908-10-76-000-00-01	Human Services	Director, Mental Health
42	40070-50-37-000-00-03	Workers' Comp	Chief of Staff

The following 4d(3) exemptions were rescinded on May 20, 2016:

Item	Position Number	Agency	Functional Title
1	40070-46-00-200-00-03	Environmental Protection	Citizen Response Manager
14	40070-37-80-100-01-06	Central Mgmt. Services (CMS)	IOCI Media Administrator – CMS & Juvenile Justice
15	40070-37-80-100-01-07	Central Mgmt. Services	IOCI Media Administrator – Environ. Protection Agency
17	40070-37-80-100-01-09	Central Mgmt. Services	IOCI Media Administrator – Human Services
19	40070-37-80-100-01-11	Central Mgmt. Services	IOCI Media Administrator – Natural Resources
21	40070-37-80-100-01-14	Central Mgmt. Services	IOCI Media Administrator – Corrections
25	40070-37-80-100-01-19	Central Mgmt. Services	IOCI Media Administrator – Revenue
26	40070-37-80-100-01-21	Central Mgmt. Services	IOCI Media Administrator – State Fire Marshal
27	40070-37-80-100-01-23	Central Mgmt. Services	IOCI Media Administrator - Healthcare
28	40070-37-80-100-01-24	Central Mgmt. Services	IOCI Media Administrator – Historic Pres. & Capital Develop.
33	40070-37-80-300-00-01	Central Mgmt. Services	IOCI Media Administrator – Publications
34	40070-37-80-400-00-01	Central Mgmt. Services	IOCI Media Administrator – Visual Media
35	40070-42-00-006-00-01	Commerce and Econ Opp.	Manager-Office of Grants Management
40	40070-20-06-206-00-61	Public Health	Reg. Health Officer, Champaign
41	00501-25-04-000-02-01	Revenue	Legislative Liaison

The following proposed 4d(3) exemption rescissions were continued to August 19, 2016 on May 20, 2016:

Item	Position Number	Agency	Functional Title
2	40070-48-52-000-00-01	Historic Pres.	State Historian/Manager ALPLM Research & Collections
3	40070-10-89-200-00-01	Human Services	Director, Bureau of Pharmacy & Clinical Support
5	40070-50-90-200-00-01	Arts Council	Deputy Director Programs
6	40070-37-60-010-0701	Central Mgmt. Services	Region 7 Property Manager
7	40070-37-62-300-00-01	Central Mgmt. Services	Property Manager, Transactions – Central and South Regions
8	40070-37-62-000-00-01	Central Mgmt. Services	Property Management, Transactions & Property Admin
9	40070-37-62-200-00-01	Central Mgmt. Services	Property Management, Transactions, Chicago & North Regions
10	40070-37-62-400-00-01	Central Mgmt. Services	Prop. Mgmt., Transactions & Property Admin., Real Property
11	40070-37-80-000-00-01	Central Mgmt. Services	Deputy Director-Office of Communication & Information
12	40070-37-80-100-01-01	Central Mgmt. Services	IOCI Media Administrator-Aging/Insurance
13	40070-37-80-100-01-03	Central Mgmt. Services	IOCI Media Administrator – Commerce & Econ Opportunity
16	40070-37-80-100-01-08	Central Mgmt. Services	IOCI Media Administrator – Financial and Professional Regulation /Revenue
18	40070-37-80-100-01-10	Central Mgmt. Services	IOCI Media Administrator – Human Rights
20	40070-37-80-100-01-13	Central Mgmt. Services	IOCI Media Administrator – Corrections
22	40070-37-80-100-01-15	Central Mgmt. Services	IOCI Media Administrator – Labor/Workers’ Compensation
23	40070-37-80-100-01-16	Central Mgmt. Services	IOCI Media Administrator – Public Health
24	40070-37-80-100-01-17	Central Mgmt. Services	IOCI Media Administrator – Public Health
29	40070-37-80-100-01-26	Central Mgmt. Services	IOCI Media Administrator – Healthcare
30	40070-37-80-100-01-27	Central Mgmt. Services	IOCI Media Administrator – Transportation
31	40070-37-80-100-01-28	Central Mgmt. Services	IOCI Media Administrator – Emergency Management
32	40070-37-80-100-01-29	Central Mgmt. Services	IOCI Media Administrator – Veterans’ Affairs

Item	Position Number	Agency	Functional Title
38	40070-10-40-000-00-01	Human Services	Manager, Alcoholism and Substance Abuse Division
39	40070-10-76-100-00-01	Human Services	Associate Director for Hospital Operations

VI. CLASS SPECIFICATIONS

A. Governing Rule – Section 1.45 Classification Plan

The Commission will review the class specifications requiring Commission approval under the Classification Plan and will approve those that meet the requirements of the Personnel Code and Personnel Rules and conform to the following accepted principles of position classification:

- a) The specifications are descriptive of the work being done or that will be done;
- b) Identifiable differentials are set forth among classes that are sufficiently significant to permit the assignment of individual positions to the appropriate class;
- c) Reasonable career promotional opportunities are provided;
- d) The specifications provide a reasonable and valid basis for selection screening by merit examinations;
- e) All requirements of the positions are consistent with classes similar in difficulty, complexity and nature of work.

B. None submitted

IT WAS MOVED BY COMMISSIONER CUMMINGS, SECONDED BY CHAIRMAN SCHROEDER, AND THE MOTION ADOPTED 4-0 TO DISAPPROVE ANY CLASS SPECIFICATIONS RECEIVED BY THE COMMISSION STAFF NOT CONTAINED IN THIS AGENDA TO ALLOW ADEQUATE STUDY.

VII. PERSONNEL RULES

A. Civil Service Commission Governing Rule – Section 1.310 Personnel Rules

The Commission has power to disapprove new rules or amendments to existing rules submitted by the Director of Central Management Services. Such proposed new rules or amendments of existing rules submitted to the Commission shall be accompanied by a report of proceedings attending the prior public hearing required by law with respect to them. If the Commission does not disapprove new rules or any amendment to existing rules within 30 days following the receipt from the Director of Central Management

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Services, the new rules or amendments have the force and effect of law after filing by the Director with the Secretary of State.

B. None submitted

IT WAS MOVED BY COMMISSIONER CUMMINGS, SECONDED BY COMMISSIONER URLACHER, AND THE MOTION ADOPTED 4-0 TO DISAPPROVE ANY AMENDMENTS TO PERSONNEL RULES RECEIVED BY THE COMMISSION STAFF BUT NOT CONTAINED IN THIS AGENDA TO ALLOW ADEQUATE STUDY.

VIII. MOTION TO CLOSE A PORTION OF THE MEETING

IT WAS MOVED BY COMMISSIONER URLACHER, SECONDED BY COMMISSIONER CUMMINGS, AND BY ROLL CALL VOTE THE MOTION ADOPTED 4-0 TO CLOSE A PORTION OF THE MEETING PURSUANT TO SUBSECTIONS 2(c)(1), 2(c)(4), AND 2(c)(11) OF THE OPEN MEETINGS ACT.

SCHROEDER	YES	CUMMINGS	YES
FINCH		KREY	YES
URLACHER	YES		

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IX. RECONVENE THE OPEN MEETING

Upon due and proper notice the regular open meeting of the Illinois Civil Service Commission was reconvened at 160 North LaSalle Street, Suite S-901, Chicago, Illinois at 12:08 p.m.

PRESENT

Chairman William A. Schroeder; Anita M. Cummings, Susan Moylan Krey, and Casey Urlacher, Commissioners; Daniel Stralka, Executive Director; Andrew Barris (by telephone), Assistant Executive Director.

X. NON-MERIT APPOINTMENT REPORT

Set forth below is the number of consecutive non-merit appointments made by each department as reported by Central Management Services:

Agency	3/31/16	4/30/16	4/30/15
Agriculture	1	1	0
Central Management Services	4	6	1
Children and Family Services	1	1	4
Emergency Management Agency	0	1	0
Employment Security	1	3	0
Financial and Professional Regulation	1	1	0
Healthcare and Family Services	3	6	2
Historic Preservation Agency	0	1	0
Human Services	11	17	7
Insurance	2	1	0
Natural Resources	6	18	4
State Police	1	1	0
State Retirement Systems	5	6	4
Transportation	5	1	0
Workers Compensation Commission	1	1	0
Totals	42	65	22

Executive Director Stralka indicated he had reached out directly to representatives of the new Department of Innovation and Technology about the long-held concerns he had over the accuracy and usefulness of the Non-Merit Appointment Report. They indicated the Commission's concerns would be addressed in the near future.

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XI. PUBLICLY ANNOUNCED DECISIONS RESULTING FROM APPEALS

DA-26-16

Employee	Amanda S. Jones	Appeal Date	12/07/15
Agency	Corrections	Decision Date	05/04/16
Appeal Type	Discharge	Proposal for	Discharge upheld.
ALJ	Andrew Barris	Decision	

IT WAS MOVED BY COMMISSIONER URLACHER, SECONDED BY CHAIRMAN SCHROEDER, AND BY ROLL CALL VOTE OF 4-0 THE MOTION ADOPTED TO AFFIRM AND ADOPT THE PROPOSAL FOR DECISION OF THE ADMINISTRATIVE LAW JUDGE THAT THE PROVEN CHARGES WARRANT DISCHARGE FOR THE REASONS SET FORTH IN THE PROPOSAL FOR DECISION DATED MAY 4, 2016.

**SCHROEDER YES CUMMINGS YES
FINCH KREY YES
URLACHER YES**

DA-33-16

Employee	Celina R. Lawson	Appeal Date	1/15/16
Agency	Human Services	Decision Date	4/29/16
Appeal Type	Discharge	Proposal for	Discharge upheld.
ALJ	Andrew Barris	Decision	

IT WAS MOVED BY COMMISSIONER URLACHER, SECONDED BY CHAIRMAN SCHROEDER, AND BY ROLL CALL VOTE OF 4-0 THE MOTION ADOPTED TO AFFIRM AND ADOPT THE PROPOSAL FOR DECISION OF THE ADMINISTRATIVE LAW JUDGE THAT THE PROVEN CHARGES WARRANT DISCHARGE FOR THE REASONS SET FORTH IN THE PROPOSAL FOR DECISION DATED APRIL 29, 2016.

**SCHROEDER YES CUMMINGS YES
FINCH KREY YES
URLACHER YES**

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XII. APPEALS TERMINATED WITHOUT DECISION ON THE MERITS

S-37-16

Employee	Leah Gibbs	Appeal Date	2/27/16
Agency	Human Services	Decision Date	4/25/16
Appeal Type	Suspension	Proposal for	Dismissed; withdrawn.
ALJ	Andrew Barris	Decision	

DA-39-16

Employee	Michael K. Whitmore	Appeal Date	3/15/16
Agency	Human Services	Decision Date	4/27/16
Appeal Type	Discharge	Proposal for	Dismissed; agency withdrew charges.
ALJ	Andrew Barris	Decision	

DA-44-16

Employee	LeeAnne Kinsella	Appeal Date	4/12/16
Agency	Environmental Protection	Decision Date	4/25/16
Appeal Type	Discharge	Proposal for	Dismissed; settled.
ALJ	Andrew Barris	Decision	

DA-46-16

Employee	Donald Hill, Jr.	Appeal Date	4/26/16
Agency	Human Services	Decision Date	5/09/16
Appeal Type	Discharge	Proposal for	Dismissed; withdrawn.
ALJ	Andrew Barris	Decision	

DA-50-16

Employee	Wade H. Pamon	Appeal Date	5/05/16
Agency	Insurance	Decision Date	5/09/16
Appeal Type	Discharge	Proposal for	Dismissed; withdrawn.
ALJ	Daniel Stralka	Decision	

IT WAS MOVED BY COMMISSIONER CUMMINGS, SECONDED BY COMMISSIONER KREY, AND BY ROLL CALL VOTE OF 4-0 THE MOTION ADOPTED TO AFFIRM AND ADOPT THE PROPOSALS FOR DECISION OF THE ADMINISTRATIVE LAW JUDGES TO DISMISS THE APPEALS FOR THE REASONS SET FORTH IN THE PROPOSALS FOR DECISION.

SCHROEDER	YES	CUMMINGS	YES
FINCH		KREY	YES
URLACHER	YES		

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XIII. STAFF REPORT

Executive Director Daniel Stralka reported:

- The Commission has hired a new employee. Jane Ryan will be starting on June 1, 2016.
- There has been no movement with regard to the Commission's fiscal year 2017 appropriation.
- The Commission is up to 53 appeals for the year which is equal to the number for the entire previous year.

Chairman William Schroeder stated that he has a conflict with the Commission's scheduled August meeting and would like to reschedule it for Monday, August 22. Executive Director Stralka indicated he would add this to the June agenda for consideration by all the Commissioners.

XIV. ANNOUNCEMENT OF NEXT MEETING

Announcement was made of the next regular open meeting to be held Friday, June 17, 2016 at 11:00 a.m. in the Commission's Chicago office.

XV. MOTION TO ADJOURN

IT WAS MOVED BY COMMISSIONER URLACHER, SECONDED BY CHAIRMAN SCHROEDER, AND THE MOTION ADOPTED 4-0 TO ADJOURN THE MEETING AT 12:13 P.M.